

# ROUTING AND RECORD SHEET

**SUBJECT:** (Optional)

ILSP Working Group Meeting Minutes - 02 February 1989

**FROM**

ILSP Working Group, Rm 3E14 Hqs

**EXTENSION**

NO. OL 7038-89

DATE 03 February 1989

**TO:** (Officer designation, room number, and building)

**DATE**

**OFFICER'S INITIALS**

**COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

OS Rep.

2/8

2/8

7

2.

Joe

7/8

7/8

9

- where is OS?

3.

4.

Ron

5.

6.

Barbara: Als file

7.

8.

9.

10.

11.

12.

13.

14.

15.

FORM 1-79

610


USE PREVIOUS EDITIONS

~~SECRET~~

3 February 1989

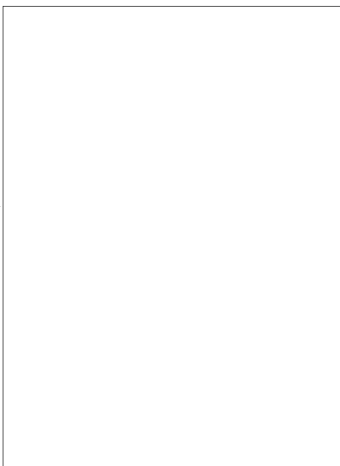

MEMORANDUM FOR: ILSP Working Group Members, Alternates and Meeting Attendees

STAT FROM:

  
ILSP Working Group

SUBJECT: ILSP Working Group Meeting Minutes - 2 February 1989

1. The ILSP Working Group Meeting was held at 1000 hours on 2 February 1989. The following representatives were present:

STAT   
ILSP  
CED/SI  
OMS Representative  
OSWR  
ILSP  
ILSP  
OS Alternate  
DO Representative  
FMG/OL  
DO/IMS  
OIT Representative  
DI Alternate  
STAT DO/IMS/ 

STAT  

~~SECRET~~

SECRET

SUBJECT: ILSP Working Group Meeting Minutes - 2 February 1989

Attached is a copy of the meeting agenda (Attachment 1).

2. The minutes of the previous meeting were approved without comment.

3. OL Topics

STAT

A. [ ] briefed the status of the work/ move schedule and the changes since the last ILSP WG meeting (Attachment 2). The work schedule is being met in all areas. 108 people have moved into the NHB since the last meeting and over 225 are scheduled to move before 28 February 1989.

STAT

B. [ ] reported on Fit-up and Survey work in the NHB (Attachment 3). It has been determined that OS and OF will not be tenants in the NHB. Occupants to replace them will be identified by the Space Planning Division of OL/FMG.

STAT

C. [ ] briefed on the status of Carpet, Partition and Furniture installations (Attachment 4). All installations are currently on schedule. Two trailers of furniture are due to arrive this week and be off-loaded.

STAT

D. Classified trash chutes were repaired this week and retesting is being undertaken. OL Headquarters Logistics Note [ ] opened up these chutes last month. There is no plan to issue a new Note. OL will simply remove the sign when the tests are complete, probably during the week of 6 February 1989. South Tower chutes are expected to come on line by the end of February. In the interim, components are requested to continue using Room GP-19 for disposal of their classified trash. In addition, OL expects corridor carpeting to commence soon.

4. OIT Topics

STAT

A. [ ] stated that OIT is on schedule for all remaining wiring that is currently planned for firm components.

SECRET

SECRET

SUBJECT: ILSP Working Group Meeting Minutes - 2 February 1989

5. OS Topics

- A. [ ] said there were no new topics they wished to address at present. [ ] will be replacing [ ] as the OS Representative.

6. OMS Topics

- A. [ ] said there were no new topics OMS wished to address at present.

7. General Issues or Concerns

- A. None.  
B. No new Action Items were assigned.

8. The next ILSP Meeting is scheduled for 16 February 1989 at 1000 hours in 3E14, Headquarters.

Attachment:  
a/s

Distribution:  
a/s

SECRET

ILSP WORKING GROUP  
AGENDA  
2 February 1989

- OLD BUSINESS

- Review/Approval of Minutes of previous meeting

- OL TOPICS

STAT

- Overview of ILSP Schedule

STAT

- Status of NHB Fit-up and Survey Work

STAT

- Carpet, Partition & Furniture Progress Report

- Issues/Concerns?

STAT

- OIT TOPICS

- Status of PBX, Wang, and special wiring work in NHB

- Issues/Concerns?

STAT

- OS TOPICS

- Status of Alarm work in NHB

- Issues/Concerns?

STAT

- OMS TOPICS

- Issues/Concerns?

- GENERAL ISSUES OR CONCERNS?

- DA
- O/DCI
- DI
- DO
- DS&T

- ACTION ITEM REVIEW

- NEXT MEETING: Tentatively scheduled for 16 February 1989, 10:00 3E14 HQS

ATTACHMENT 1

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NO. TOWER MOVES as of 1/27/89  
Task Gantt w/Planned

Project: NTMOVE.FJ  
01/31/89

7 Days Per Symbol Task Name	WBS Code	Schd Start	Schd Finish	Mar 89	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
MOVE Scheduled	NT-4-OIT-66	03/15/89	03/17/89	<input checked="" type="checkbox"/>								
MOVE Scheduled	NT-4-PPS/DO	04/11/89	04/18/89		<input checked="" type="checkbox"/>							
MOVE TEMPORARY Scheduled	NT-4-OP	06/23/89	< 07/05/89					<input checked="" type="checkbox"/>				

ATTACHMENT 2 (Continued)



WORKING



BASELINE

SOUTH TOWER MOVES as of 1/27/89  
Task Gantt w/Planned

Project: SUB0127.PJ  
01/31/89

7 Days Per Symbol Task Name	WBS Code	Schd Start	Schd Finish	Feb 89	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
MOVE	ST-3-NAASW	02/03/89	< 02/08/89									
Scheduled												
MOVE	ST-3-OSWR/TTAC	02/03/89	< 02/08/89									
Scheduled												
MOVE	ST-5-ISC	<i>TBD</i>	<i>TBD</i>									
Scheduled												
MOVE	ST-1-OIT-NP	02/13/89	< 02/15/89									
Scheduled												
MOVE	ST-G-OMS	02/17/89	02/21/89									
Scheduled												
MOVE	ST-2-REG	02/21/89	02/22/89									
Scheduled												
MOVE	ST-2-CIC	02/24/89	< 02/24/89									
Scheduled												
MOVE	ST-G-GTS	03/03/89	< 03/03/89									
Scheduled												
MOVE	ST-3-OIT-G	03/30/89	04/06/89									
Scheduled												
MOVE	ST-3-OIT-L	03/30/89	< 04/06/89									
Scheduled												
MOVE	ST-3-OIT-F	04/11/89	04/18/89									
Scheduled												
MOVE	ST-1-OIT-Q	04/21/89	04/24/89									
Scheduled												

ATTACHMENT 2 (Continued)

WORKING BASELINE



SOUTH TOWER MOVES as of 1/27/89  
Task Gantt w/Planned

Project: SUB0127.PJ  
01/31/89

7 Days Per Symbol Task Name	WBS Code	Schd Start	Schd Finish	May 89	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan 90
MOVE Scheduled	ST-1-SE	04/28/89	05/01/89	■								
MOVE Scheduled	ST-2-SE	04/28/89	05/01/89	■								
MOVE Scheduled	ST-1-LOGS	05/31/89	06/01/89		■							
MOVE Scheduled	ST-3-AF	06/01/89	06/09/89		■							
MOVE Scheduled	ST-1-OP/EAA	06/09/89	06/12/89		■							
MOVE Scheduled	ST-6-OP	07/13/89	07/17/89			■						
MOVE Scheduled	ST-5-OL FMG	08/17/89	09/14/89				■					
MOVE Scheduled	ST-5-OP	09/05/89 <	10/02/89					■				
MOVE Scheduled	ST-4-OP	09/05/89 <	09/12/89					■				
MOVE Scheduled	ST-3-OP	09/05/89 <	09/18/89					■				
MOVE Scheduled	ST-1-OP	09/29/89	10/02/89						■			
MOVE Scheduled	ST-6-OL	10/12/89	11/08/89							■		

ATTACHMENT 2 (Continued)



WORKING



BASELINE

FIT-UP WORK IN THE NEW HEADQUARTERS BUILDING

- \* OMS CONSTRUCTION COMPLETED - IN FINAL TOUCHUP - TURNOVER SCHEDULED FOR 17 FEBRUARY
- \* AF - CONSTRUCTION STARTED 17 JANUARY - COMPLETION 10 MARCH 1989
- \* OP (EXCEPT 4TH FLOOR, N. TOWER):
  - G. FLOOR COMPLETION 10 MARCH 1989
  - 3RD THRU 5TH FLOORS COMPLETION 7 APRIL 1989
- \* OS - DELETED

SURVEY WORK IN THE NEW HEADQUARTERS BUILDING

- \* OL - 35% DRAWINGS COMPLETED - WORKING 90% DESIGN DRAWINGS - 17 FEBRUARY TARGET DATE FOR 100% DRAWING COMPLETION
- \* OF - DELETED
- \* AWAITING IDENTIFICATION BY THE SPACE PLANNING DIVISION/FMG OF NEW TENANTS FOR OS & OF SPACE

CARPET/PARTITION/FURNITURE INSTALLATION

2-2-89

Significant events last 2 weeks -- since last ILSP meeting:

- (1) CIC furniture/partition installation completed.
- (2) OIT area G carpet/partition/furniture installed.
- (3) OIT area L carpeted -- partitions/furniture being installed.
- (4) OIT, Room 3559 -- 13 workstations installed.

ATTACHMENT 4